

CONFIDENTIAL

DD/A Registry

83-4395

26 September 1963

MEMORANDUM FOR: Deputy Director for Administration

FROM : Allen R. Elkins
Director of FinanceDD/A REGISTRY
FILE: 30-1SUBJECT : Designation of [redacted]
Cashier - Class "A" [redacted]REFERENCES : A. Memo for DDCI thru DD/S and Exec. Dir-
Capt., dtd 6 Feb 64, fr Acting D/Fin,
Subj: Delegation of Authority to Request
Appointment of Cashiers (Attached)B. Letter for Chief Disbursing Officer,
Dept. of the Treasury, fr DDCI, dtd
4 Mar 64 (Attached)

1. This memorandum contains a recommendation for your approval; this recommendation is contained in paragraph 5.

2. Reference B authorizes the Director of Finance to designate individuals to serve as cashiers for this Agency. However, in accordance with reference A, paragraph 6, your prior approval of such designations is required.

3. The designation of [redacted] Cashier - Class "A" is recommended for the opening of a cashier account previously held by [redacted]

4. [redacted] is a capable and mature Finance Officer with extensive experience in the financial field during his [redacted] years of Agency employment. [redacted]

5. It is my opinion that [redacted] is fully qualified to act as Cashier - Class "A". It is recommended that you approve appointment as a Cashier - Class "A". [redacted]

/s/ Allen R. Elkins

Allen R. Elkins

CONFIDENTIAL

C O N F I D E N T I A L

SUBJECT: Designation of [REDACTED] Cashier - Class "A" [REDACTED]

APPROVED: [REDACTED]
Deputy Director for Administration

DISAPPROVED: [REDACTED]
Deputy Director for Administration

30 SEP 1983

DATE: [REDACTED]

-2-

C O N F I D E N T I A L

C O N F I D E N T I A L

Distribution:

Orig - Cashier-Class "A" File

2 - DDA (7D24 HQS)

1 - D/FIN (1212 Key)

1 - ID/OF (712 Key)

OF/ID/PM:bgg (26 September 1983)

-3-

C O N F I D E N T I A L